

INFORMATION BULLETIN

WORKFORCE INVESTMENT ACT

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State of California

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TO: LOCAL WORKFORCE INVESTMENT BOARDS
LOCAL ELECTED OFFICIALS
CALIFORNIA WORKFORCE INVESTMENT BOARD STAFF
WID STAFF

SUBJECT: SUMMER YOUTH TRANSITION INFORMATION

This information bulletin transmits the Department of Labor's Training and Employment Guidance Letter (TEGL) 3-99, Program Guidance for Implementation of Comprehensive Youth Services Under the Workforce Investment Act During the Summer of 2000, dated January 31, 2000. (See *Attachment 1*.) The TEGL provides guidance on program design, participant transition, continuous quality improvement, follow-up services, leveraging of resources, and performance requirements.

This information bulletin also highlights a number of program design strategies and identifies alternative funding sources that may be available to operate a summer youth program. *Attachment 2* is a list of resources identified by local workforce investment areas for developing summer youth programs. *Attachment 3* describes innovative approaches for local program design for summer youth employment programs that have been developed through a partnership of local Employment Development Department field offices and Service Delivery Areas. *Attachment 4* is a document originally distributed by the Department of Labor in 1998. Eliciting the perspectives of local program operators and the private sector, the "Report on Focus Groups: National Private Sector Summer Jobs Campaign" documents group discussions on how to expand private sector participation in summer jobs programs for youth.

Summer youth employment and training programs that have provided summer employment and work experience for economically disadvantaged youth since the 1960s will no longer be federally funded. The elimination of the stand-alone summer youth program creates an opportunity for local boards to engage in seeking non-Workforce Investment Act (WIA) funding to operate innovative summer youth programs free from WIA requirements. The TEGL provides local areas flexibility in providing follow-up services to summer youth, however, the 30 percent out-of-school youth requirement, and WIA performance requirements are not waived.

The following topics of federal guidance deserve special attention: approaches in program design, follow-up services, and leveraging resources. These topics are related to finding ways to sustain past levels of summer youth employment participation, and to transition from what has become the commonly accepted summer program to a new program emphasizing year-round participation, follow-up services, and performance outcomes.

The TEGL identifies three approaches for implementing summer employment activities as part of WIA:

- Transitioning summer youth participants into a year-round service strategy.
- Exiting participants at the end of summer employment and beginning follow-up services.
- Combining the first two approaches.

All summer youth participants must receive some form of follow-up services for a minimum of 12 months after they exit the program. The scope of follow-up services may be less intensive in the first year, but the quality of these services is expected to be enhanced continuously through the experience of running a comprehensive year round program. The TEGL, **Number 8. Follow-up Services** provides examples of less intensive follow-up services. Local areas have broad discretion in determining other less resource intensive follow-up services for the transition summer.

Local areas wanting to develop summer youth employment opportunities that are not subject to WIA follow-up requirements will need to identify alternative funding sources. These resources are also not subject to other WIA requirements, such as the 30 percent out-of-school youth provision, year-round services, and performance measures. The TEGL, **Number 9. Leveraging Resources** lists potential resources and encourages the use of private sector jobs campaigns. In addition to these strategies, local areas have identified other resources and practices that are included in *Attachments 2 and 3*. In many cases, these resources will not be able to contribute wages for youth but they are able to provide services such as mentoring, job shadowing, tutoring, etc.

The use of other funding sources may also be limited by program performance and eligibility requirements of the source. Summer youth employment activities funded solely from non-WIA funding sources do not need to be reported to the State. It is advisable not to combine WIA funds with other funding sources to keep WIA requirements at a minimum.

In developing summer youth employment opportunities, local areas must plan for the supervision of youth at work sites, the provision of meaningful work experience, and compliance with federal and State child labor laws.

If you have any questions, please contact your program manager, at (916) 654-7799.

/S/ BILL BURKE
Chief

Attachments are available on the Internet:

1. [Department of Labor, TEGL 3-99](#)
2. [Locally Identified Resources for the 2000-2001 Summer Youth Employment Programs](#)
3. [Summer Youth Services](#)
4. [Report on Focus Groups: National Private Sector Summer Jobs Campaign](#)